

# Frequently Asked Questions

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## **Q: When is a PAS Identification Screen required?**

**A:** The PAS/ID is required when an individual is entering a Medicaid certified nursing facility from a community or hospital setting. If the individual is in a hospital setting and entered the hospital directly from a nursing facility and has a valid PAS/ID, then a new PAS/ID is not necessary.

If the individual is admitted to the hospital and the physician has certified that the nursing facility placement is for a Convalescent stay then a hospital exemption form may be completed instead of a PAS/ID. The individual's method of payment has no bearing on the requirement for a PAS/ID.

## **Q: When should a Level of Care be requested?**

**A:** A Level of Care (LOC) should be requested through PAR when Medicaid vendor payment is needed for placement of a hospitalized individual into a Medicaid certified nursing facility or when the resident is changing payer source to Medicaid.

## **Q: How long is a PAS/ID valid?**

**A:** The PAS/ID is valid as long as the individual remains in a nursing facility or hospital setting. If the individual returns to the community from the nursing facility, the PAS/ID becomes invalid.

## **Q: When will my request be processed?**

**A:** Paper requests received from hospitals and nursing facilities for new admissions will be completed by the end of the next working day if they are complete and correct. Requests for a change of payer to Medicaid are completed within five calendar days if they are complete and correct.

## **Q: Where are the Review Results sent?**

**A:** The Review Results are returned to the submitter via fax therefore an accurate fax number is required on your request.

## **Q: Can the PAS/ID or Hospital Exemption form be completed electronically?**

**A:** Yes, the HENS (Hospital Exemption Notification System) website allows for electronic completion and submission of both the Hospital Exemption form and the PAS/ID. Only hospital and nursing facility staff can use HENS at this point in time.

1550 Corporate Woods Parkway | Uniontown | OH 44865  
Phone 1-800-421-7277/330-896-9172 Fax 330-896-6644  
Email [info@directionhomeakroncanton.org](mailto:info@directionhomeakroncanton.org)